

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
CHAIRPERSON RYAN BONGARD
MONDAY, NOVEMBER 27, 2023**

1. CALL TO ORDER AT 7:00 p.m.

2. ROLL CALL

Present: Silkaitis, Foulkes, Bongard, Muenz, Lencioni, Gehm, Pietryla, Wirball, Bessner, Weber

Absent: None

3. ADMINISTRATIVE

4. OMNIBUS VOTE

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

Item 5.L is to be removed from the Omnibus vote.

Motion by Ald. Muenz, second by Ald. Lencioni to approve Omnibus items.

Roll Call Vote: Ayes: Ald. Silkaitis; Ald. Foulkes; Ald. Muenz; Ald. Lencioni; Ald. Gehm; Ald. Pietryla; Ald. Wirball; Ald. Bessner; Ald. Weber **Nays:** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

5. PUBLIC WORKS DEPARTMENT

A. Presentation of Lead Line Replacement Program.

Presented by Tim Wilson.

Aldr. Weber asked if all municipalities are dealing with this same timeline, and Mr. Wilson stated yes, they are.

Aldr. Lencioni asked if there is a consensus among other municipalities as to what they are going to do? Mr. Wilson stated that when he makes a presentation early next year, he will provide that information.

Aldr. Wirball asked if any of the rules changed in Springfield, particularly the rule where residents can sign a waiver and file it with the Department of Health? Mr.

Wilson that changed slightly, but we aren't going to get into that tonight, next year is when we can dig into those questions.

Aldr. Foulkes asked if there is any indication that the EPA could move their timeline? Mr. Wilson stated no.

Aldr. Muenz asked if a resident lost their letter, how can they complete the survey? Mr. Wilson stated they can simply call Public Works and the team will take their information and enter it into the survey.

Chairman Bongard asked how long it would take if staff had to go door to door? Mr. Wilson stated he would have no idea how long that will take. Aldr. Bongard then asked if we can attach it to the utility bill; Mr. Wilson stated that is difficult to tie the two together.

Aldr. Wirball asked where the QR Code on the letter goes, and Mr. Wilson stated it goes to a GIS Program that is automatically populated.

Aldr. Gehm asked what is the percentage of returned surveys and Mr. Wilson stated about 30%.

B. Recommendation to approve a Resolution Authorizing a Professional Service Agreement for Well #8 Expansion and Rehabilitation Design and Bidding.

Presented by Tim Wilson.

Aldr. Muenz asked what the impact would be if Council chose to not fund this item? Mr. Wilson stated that we have a water supply deficit, which means by EPA standards, we don't have enough production wells available for current capacity or future growth. We have capacity at Well 8, but we don't enough water to take advantage of that capacity. This project is drilling a new well and pushing that water to Well 8 to take advantage of that capacity. In addition, the Well is aging, so there is rehabilitation needed. We don't have the option to say no we don't want to move forward. This is project two of three projects to make up for the deficit to help us keep up with current City growth.

Aldr. Muenz stated this is not the type of project we can defer to not approve a tax levy increase? Mr. Wilson stated no; what is being approved now is the design phase. The actual project is \$16.6 million. We have to do the design to put it in front of the EPA to hopefully get a loan for the project.

Aldr. Wirball asked if the \$924,000 is for the full three year period? Mr. Wilson stated no, this will last about a year and half; this is for bidding and design phase – we left construction out for now. Aldr. Wirball asked if the intent is to stick with Trotter and

Associates for consistency and Mr. Wilson stated that the other firm was Fehr Graham and compared to Fehr Graham, their “inside the fence” work is stronger; Fehr Graham has done a ton of work “outside the fence” meaning putting pipe in the ground, sewer work, smaller lift stations, but City staff felt Trotter was the stronger team for this particular work.

Aldr. Pietryla asked if it is typical to get only two proposals for this and Mr. Wilson stated right now, yes. It’s related to the work load of the companies available.

Motion by Ald. Wirball, second by Ald. Pietryla to approve Item 5.B.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays:** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

C. Recommendation to Approve a Resolution Authorizing a Purchase Order to Electric Power Engineers, LLC for Utility Ten Year Study and System Analysis.

Presented by Paul Hopkins.

Aldr. Pietryla asked how much we have in our Electric reserve? Director Bill Hannah stated the fund is in a fine position to handle this project.

Aldr. Wirball asked if this relates to the IMEA conversations we are going to be having soon? Mr. Hopkins said no, that is going to be about purchase of power; this is strictly about infrastructure and what keeps the utility running.

Aldr. Silkaitis said there was a \$12,000 difference in the bids; what made us select the higher bid? Mr. Hopkins stated it is not just about dollars, they can supply us with other case studies from other communities and financial records which is going to be invaluable information.

Aldr. Lencioni asked what is our capital expenditure? Mr. Hopkins stated he did not know at the moment, but he would be happy to find out and follow up.

Chairman Bongard asked why we outsource these studies? Mr. Hopkins stated some of it is the expertise, but also we don’t have the man power. Chairman Bongard asked Mr. Hopkins if he thought other municipalities might start bringing this type of work internally? Mr. Hopkins stated he doubts that any municipal electric utility has the capacity in-house to do this kind of study. Aldr. Muenz asked if that’s because its more of an engineering role and Mr. Hopkins stated yes.

Motion by Ald. Wirball, second by Ald. Lencioni to approve Item 5.C.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

D. Recommendation to Approve a Resolution Authorizing a Purchase Order for Substation SEL Breakers and SEL Engineering Services for Programming.

Presented by Paul Hopkins.

Aldr. Weber asked if part of the Ten Year Study suggests these kind of things? Mr. Hopkins said the study will review all our protective gear, but that information does not directly affect this.

Aldr. Wirball asked if they will provide ongoing technical support and Mr. Hopkins stated yes. Aldr. Wirball then asked if it's a service contract or a one-time service and Mr. Hopkins stated this is a one-time service; however, this is a premier company of its kind in the nation, so their support is invaluable.

Aldr. Pietryla asked how long these breakers are intended to last; Mr. Hopkins stated approximately 20 years, but they are not identical.

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Item 5.D.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

E. Presentation of 2024 Street Program.

Presented by Chris Gottlieb.

Aldr. Bessner asked if the map describes what type of work is going to be done? Mr. Gottlieb stated the map being presented does not show that, but he would be happy to follow up with a different map.

Aldr. Wirball asked what the estimated start time for the lead pipe program is so downtown streets can be coordinated? Mr. Wilson stated somewhere between 2024 and 2027; continued input into the survey will help us determine areas. Mr. Gottlieb stated that we also have the patching program taking place to help the roads that are in need of repair.

F. Recommendation to Waive the Formal Bid Procedure and Approve a Resolution Authorizing a Construction Contract for the Public Works Facility Parking Lot Paving Improvement.

Presented by Chris Gottlieb.

Motion by Ald. Pietryla, second by Ald. Wirball to approve Item 5.F.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***G. Recommendation to Award the Bid for Winter Rock Salt Purchase through the State of Illinois Central Management Services.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.G.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***H. Recommendation to Approve a Resolution Authorizing an Agreement for Wastewater Force Main Pigging.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.H.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***I. Recommendation to Approve a Resolution Authorizing a Budget Addition and Purchase of an Air Handling Unit.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.I.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***J. Recommendation to Approve a Resolution Authorizing a Temporary Easement with the DuPage Airport Authority Parcel 0009.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.J.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***K. Recommendation to Approve a Resolution Authorizing a Temporary and Permanent Easement with the DuPage Airport Authority Parcel 0013.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.G.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

L. Recommendation to Approve a Resolution Authorizing a Contract Amendment with HR Green for Stormwater Design Services.

Aldr. Wirball asked a specific stormwater project on Riverside Avenue near Moore Ave. What is the benefit? Mr. Gottlieb stated this project involves replacing the existing culverts under Riverside Ave. to reduce flooding at the end of the creek. This project will upsize the culvert and will take three houses of the floodplain of 7th Avenue Creek. The upsizing of this culvert also will allow us to do future flood improvements upstream.

Aldr. Wirball asked what the schedule is, and Mr. Gottlieb stated fall of next year and it is anticipated to last approximately four months with a roughly five week closure of Rt. 25.

Motion by Ald. Lencioni, second by Ald. Gehm to approve Item 5.L.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

***M. Recommendation to Waive the Formal Bid Procedure and Approve a Resolution Authorizing a Construction Contract for Parking Lot R Paving Improvement.**

Motion by Ald. Lencioni, second by Ald. Pietryla to approve Omnibus Item 5.M.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

6. PUBLIC COMMENT

None.

7. ADDITIONAL ITEMS FROM MAYOR, COUNCIL, STAFF OR CITIZENS

Aldr. Muenz thanked everyone for all their hard work during the Holiday festivities this weekend.

Aldr. Bongard stated he would like to look at doing something formal regarding traffic/signage awareness. City Administrator McGuire asked if it was regarding vehicular traffic or pedestrian traffic and Aldr. Muenz said both; City Administrator McGuire stated we have another marketing person on-board and we have been talking about more campaigns and more outreach on social media, so this is something she can add to the list.

8. EXECUTIVE SESSION

Motion to move into Executive Session by Ald. Wirball, second by Ald. Bessner to at 7:45 pm.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

Motion to exit Executive Session by Aldr. Lencioni, second by Aldr. Pietryla at 8:20 p.m.

9. MOTION TO ADJOURN GOVERNMENT SERVICES COMMITTEE MEETING

Motion by Aldr. Lencioni, second by Aldr. Pietryla to adjourn the Government Services Committee meeting at 8:20 pm.

Roll Call Vote: Ayes: Aldr. Silkaitis; Aldr. Foulkes; Aldr. Muenz; Aldr. Lencioni; Aldr. Gehm; Aldr. Pietryla; Aldr. Wirball; Aldr. Bessner; Aldr. Weber **Nays;** None. Chairperson Bongard did not vote as chair. **Motion Carried.**

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